

GERMANTOWN SCHOOL DISTRICT

Notice of Personnel Committee Meeting

October 9, 2017

5:30 p.m.

Germantown School District Administration Building

N104 W13840 Donges Bay Rd.

Germantown, WI 53022

AGENDA

- I. Meeting Called to Order**
- II. Roll Call**
- III. Agenda Revisions and Approval**
- IV. Approval of Minutes**
 - A. September 11, 2017
- V. New Business**
 - A. Update and discussion regarding progress on Staff Handbooks.
- VI. Adjourn**

Note: School Board members who are not members of the Building Committee may be present at this Building Committee meeting.

**MINUTES OF THE BOARD OF EDUCATION
PERSONNEL COMMITTEE MEETING**

SEPTEMBER 11, 2017

1. The meeting of the Personnel Committee was called to order by Board Vice President, Sarah Larson at 5:30 P.M. in the Board Room.

Personnel Committee Members present: Sarah Larson, Lester Spies

Additional Board Members present: Robert Soderberg

Administrators present: J. Holmes, and Mike Nowak, Ric Ericksen

2. Motion by Spies, second by Soderberg to approve the agenda as printed.
3. Approval of Minutes from 7/24/2017 - Motion by Spies, second by Larson to approve the July 24, 2017 Personnel Committee minutes. Motion carried.
4. Discussion of Employee Handbook

The Committee wants final review, after revisions – bring without markups

5. Motion by Spies, second by, Soderberg to adjourn. Motion carried.
6. Board Vice President Larson declared the meeting adjourned at 6:03 P.M.

GERMANTOWN SCHOOL DISTRICT

TO: Personnel Committee

TOPIC: Staff Handbooks

FROM: Michael Nowak

BOARD MEETING: October 9, 2017

DATE: October 4, 2017

AGENDA ITEM: V.A.

An initial draft of the Staff Handbook was presented at a meeting of the Personnel Committee on July 24, 2017. Subsequently, we have completed an internal review and have made logistical revision such as modifying links following the recommendation of the Personnel Committee on September 11, 2017. We would like to provide an update on progress and request official adoption. As previously mentioned to the committee, the Staff Handbook is organized with a main section for all employees and various supporting chapters for different employee groups.

RECOMMENDATION: Approve the Staff Handbook being presented for official adoption.